

EMPLOYMENT OPPORTUNITY ANNOUNCEMENT

DEPARTMENTS OF THE ARMY AND AIR FORCE
NORTH CAROLINA NATIONAL GUARD
HUMAN RESOURCES OFFICE
4105 REEDY CREEK ROAD
RALEIGH, NORTH CAROLINA 27607-6410

ANNOUNCEMENT #: ARNGT 07-184

OPENING DATE: 1 June 2007

CLOSING DATE: 2 July 2007

ANTICIPATED FILL DATE: 5 Aug 07

POSITION TITLE AND NUMBER

Health Technician
PDCN 70688000, MD# 1228-410L

UNIT/ACTIVITY AND DUTY LOCATION

Aviation and Safety Office
NCARNG, Raleigh, North Carolina

GRADE AND SALARY

GS-0640-08 \$40,838.00-\$53,093.00 per annum

EMPLOYMENT STATUS

Excepted Service

WHO CAN APPLY: The area of consideration for this announcement is the **STATEWIDE**. Applications will only be accepted from current Excepted employees of the North Carolina National Guard, current military members of the North Carolina National Guard and individuals who are eligible and willing to enlist in the North Carolina National Guard.

HOW TO APPLY: Interested applicants may apply by submitting an Application for Federal Employment (Standard Form 171), Optional Application for Federal Employment (Optional Form 612), Resume or any other form of application. It is **required** that the Knowledge, Skills and Abilities (KSA) listed below be addressed and attached to the application. Applications must reflect duties and responsibilities of positions/jobs addressed within the KSAs. The application and KSA Statement should be mailed to the North Carolina National Guard, ATTN: JFHQ-NC-HRO, 4105 Reedy Creek Road, Raleigh, NC 27607-6410. It must be received not later than the closing date or if mailed postmarked by the closing date. **NOTE**: **Information that must be provided when applying for a technician position is: announcement number; name; address; telephone number; social security number, date of birth; citizenship; education; work experience; and other job-related qualifications. For more information, call 1-800-621-4136 ext. 6172/6431. Faxed or E-mailed copies will not be accepted.**

QUALIFICATION REQUIREMENT: Must have 18 months specialized experience that demonstrates that the applicant has acquired the below listed KSA's.

KNOWLEDGE, SKILLS ABILITIES (KSA'S)

Below are listed the KSA's for this position. Applicants **must** address each KSA individually in paragraph format by explaining any civilian and military work experience (**with dates**) that provided that KSA. It is **required** that this statement be attached to the application. **Failure to include KSA's with inclusive dates will result in the applicant not being considered for this position.** For more information or assistance, call **1-800-621-4136 ext. 6172/6431.**

1. Knowledge of occupational health regulations and industrial hygiene standards, concepts, procedures, policies, and practices to perform independent inspections necessary to control or eliminate hazardous environmental conditions and potential health hazards in industrial hygiene settings.
2. Knowledge in the use of equipment for audiometric and pulmonary function testing, vision screening and the ability to explain the purpose and results to employees, recording and interpreting results, and determining need for referral.
3. Knowledge of anatomy and physiology relating to the presence of common occupational health illness and injuries. Knowledge and skill in instructing employees in the proper use and care of personal protective equipment to include hearing protection, eye protection, and respiratory protection.
4. Knowledge of calibration and use of a wide variety of industrial hygiene sampling instrumentation; ability to select appropriate sampling equipment and techniques to determine the nature and degree of hazards.
5. Knowledge of functions of various computer software and information processing methodology/technology, and processing techniques.

MILITARY ASSIGNMENT: Assignment to a compatible **Enlisted** position in the NCARNG. (Enl: 68S/W)

CONDITIONS OF EMPLOYMENT: 1. **Occupants of this position must maintain continuous military membership in the North Carolina Army National Guard (NCARNG). NCARNG status (military grade, MTOE or TDA assignment, MOS/SSI, military unit) and experience must be entered on the application** The recommended applicant **will not** be approved for appointment until they occupy a compatible MOS in the NCARNG shown under Military Assignment on the reverseside of this announcement. 2. The applicant selected for this position will be **required** to participate in the Direct Deposit/Electronic Fund Transfer Program.

Announcement No ARNGT 07-184(Cont)

EVALUATION FACTORS USED: Personal interviews, review of application and the KSA Statement.

PRINCIPAL DUTIES AND RESPONSIBILITIES: Provides assistance in the administration of the JFHQ-S Occupational Health/Industrial Hygiene (OH/IH) programs to include, but not limited to, various duties in support of the Medical Surveillance, Respiratory Protection, Industrial Hygiene, Hearing Conservation, Vision Conservation, and Bloodborne Pathogen Programs. Assists in the scheduling and coordination of occupational health related physical examinations for military/civilian personnel (e.g. pre-placement/baseline, periodic, termination/retirement exams) and screenings such as vital signs (i.e., blood pressure, temperature, pulse, and respirations), vision screening, audiometric testing, pulmonary function tests (PFT), and height and weight measurements. Records client occupational health history and medical information in the medical record and is responsible for managing, preserving, and use of medical records IAW the Privacy Act of 1974. Assists in OH/IH training and gives guidance regarding work practices and environmental conditions to protect the military/civilian employees from work place health hazards. Performs worksite ergonomic related evaluations/surveys. Ensures all full-time employees assigned to hazardous noise positions are enrolled in the Installation Hearing Conservation Program for testing and monitoring. Ensures all military/civilian personnel who are occupationally exposed to hazardous noise or ototoxic environments receive baseline, 90day, annual, and termination audiograms in accordance with Hearing Conservation Program regulations and directives. Ensures follow-up audiometric tests and referral appointments are conducted as directed by the Occupational Health Nurse (OHN). Administers the JFHQ-S Department of Defense (DoD) Occupational Environmental Health Readiness System-Hearing Conservation (DOEHRS-HC) Program. Obtains and maintains DOEHRSHC Bi-Annual Compliance Reports. Performs system backup and uploads information to the DOEHRSHC repository as required. Performs and coordinates biological calibration checks (e.g., daily) of DOEHRSHC system and ensures results are within acceptable range in accordance with federal regulations and standards. Ensures military/civilian personnel receive Hearing Conservation Program services and training to meet hearing protection requirements (e.g., earplugs, noise muffs, ear canal caps, noise-attenuating helmets, or a combination of protection) to minimize hearing loss. Ensures individualized hearing protection is provided to all military/civilian employees assigned to hazardous noise areas. Coordinates and/or conducts noise surveys of all suspected noise-hazard areas, vehicles, and equipment as directed by regulation and law using Type 2 or greater sound level meters which meet American National Standards Institute (ANSI) requirements. Ensures annual hazard assessments of noise hazardous areas, or potentially noise hazardous areas, are conducted IAW federal regulations and standards. Ensures vision screenings are conducted IAW the Army Vision Conservation and Readiness Program (VCRP). Assesses whether or not personnel meet visual criteria for their particular job. Provides guidance to military/civilian personnel needing professional eye care (e.g. contact their personal physician for follow-up and/or treatment). Ensures vision screening and/or eye exams are performed on all employees working in eye hazardous areas requiring safety eyewear. Records medical findings and files copy of safety eyewear prescriptions in the employee medical record. Performs/coordinates calibration of medical screening equipment; operates and maintains OH/IH field and laboratory instruments and other medical equipment needed to determine health risks. Performs a variety of special tasks, such as portions of occupational health/industrial hygiene investigations or surveys as directed by the OHN. Performs conventional OH/IH surveys of limited scope and variety (e.g., ventilation studies, air monitoring, light surveys, laboratory and work-site sampling, analysis of organic and inorganic material and physical phenomena, reviews and maintains records; interviews employees; takes photographs). Uses various sampling equipment and techniques; ensures proper analysis of test results. Presents findings to the OHN. Maintains and inputs OH/IH data into required federal/military database systems (e.g., U.S. Army Center for Health Promotion & Preventive Medicine (USHCHPPM), DOEHRSHC and Health Hazard Information Management System (HHIMS)). Uses microcomputers, data processing operations, software, spreadsheets, word processing, statistical and mapping packages to analyze data and presentation software (e.g., Excel, Word, Power Point). Serves as a technical resource to other staff members on OH/IH computer-related issues. Assists the OHN with implementation of comprehensive OH/IH Programs to include initial and on-going medical evaluations, hazard assessments, control measures, hearing and vision conservation, and employee training and education. Contacts employees during studies/surveys/investigations to observe and assess working operations and conditions and promotes effective OH/IH practices. Attaches personal Dosimetry and monitoring equipment to workers to assess hazardous or potentially hazardous situations. Performs other duties as assigned.

INSTRUCTIONS TO COMMANDERS/SUPERVISORS: This position vacancy announcement will be given the broadest possible dissemination. A copy of this announcement will be posted to your unit/activity bulletin board.

ADDITIONAL INSTRUCTIONS: Applicants are requested to identify, on a separate sheet of paper, their race and national origin from one of the following categories: Male or female; American Indian or Alaskan native; Asian or Pacific islander; Black, not of Hispanic origin; Hispanic; White, not of Hispanic origin. Submission of this information is voluntary and will be used in support of the NCNG Equal Employment and Affirmative Action Programs. 2. Participants in the Selected Reserve Incentive Program will be administered as prescribed by NGB Pamphlet 600-15. 3. A permanent change of station (PCS) will not be authorized for the individual selected for this position unless agreed upon in advance by HRO and a PCS order is prepared prior to effective date. 4. Males born on or after 1 January 1960 must be registered with the selective service in order to be considered for federal employment.

DISTRIBUTION:

A, B, C-2, G-25, H-3, J-3, K-3, M, N-12, P-9, Q, W-2, Y-2, R: HRO-1, AGAV-1, AGCS-3, DCSANG-1, G4-4, G3-3, G1-3, FMCB-2, IG-1, SCSM-1, SRAA-1, VCSOP-1

INFORMATION SUBMITTED WILL BE USED ONLY IN ACCORDANCE WITH THE PRIVACY ACT OF 1974